



STATE OF TENNESSEE
DEPARTMENT OF EDUCATION
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PHIL BREDESEN
GOVERNOR

LANA C. SEIVERS, Ed.D.
COMMISSIONER

MEMORANDUM

TO: Potential Supplemental Educational Services Providers, Conditionally Approved SES Providers, Potential Grantees, and Other Education Stakeholders

FROM: Carol Groppe, Ph.D.
Education Consultant, Supplemental Educational Services

DATE: December 5, 2006

RE: Workshops for Potential SES Providers and Potential Grantees for 21st Century Community Learning Centers and the Lottery for Education: After-School Programs (LEAP)

The State is required to identify organizations, both public and private, that qualify to provide Supplemental Educational Services (SES), and you have expressed an interest in learning more about becoming a state-approved SES provider in Tennessee. We invite you to participate in one of the upcoming events that will provide information about requirements for becoming an SES provider. A portion of the workshop in Nashville on January 18 will also include information about competition for 21st Century Community Learning Centers grants and Lottery for Education: After-School Programs (LEAP) grants. These grants can provide an opportunity for students who attend a school that is not required to offer SES to receive after-school tutoring and enrichment activities at no cost to their families.

The workshop is scheduled for Thursday, January 18, 2007, 10:00 a.m. – 3:00 p.m. Central Time, in Nashville. If you are unable to participate in the workshop, a WebEx conference call will be available on Thursday, January 25, 2007, 9:00 – 11:30 a.m., but will not include information about grants for the 21st Century Community Learning Centers and the Lottery for Education: After-School Programs (LEAP).

Registration is required for the workshop and the WebEx conference call. Please complete the enclosed registration form, indicate your choice of the workshop or the WebEx conference call, and forward the form to Dr. Duane Giannangelo at the University of Memphis address if you wish to register for the workshop or to Melinda Kincaid via the facsimile number provided at the bottom of the registration form if you plan to participate in the WebEx conference call. You will receive a confirmation of your registration along with driving directions to the location of the workshop or directions for accessing the WebEx call. A light lunch will be provided at the workshop.

Prior to the workshop and conference call, you should review the information about Supplemental Educational Services, including the SES application, reviewer's checklist, and requirements of SES providers on the State website at <http://www.tennessee.gov/education/fedprog/fpses/shtml>.

If you have questions about the workshop or about supplemental educational services in general, please call me at (615) 253-5206 or via e-mail at Carol.Groppe@state.tn.us, or if you have questions about registration, contact Melinda Kincaid at (615) 532-6244 or via e-mail at Melinda.Kincaid@state.tn.us.

Attachment

REGISTRATION FORM

Workshop or Conference Call for Potential Supplemental Educational Services Providers and Potential Grantee for 21st Century Community Learning Centers and the Lottery for Education: After-School Program (LEAP) Grants

Place a check (✓) in the first column below next to the event for which you wish to register. Participants who can do so are encouraged to attend the workshop in Nashville on January 18. The WebEx conference call is being offered for those unable to attend the workshop. Please register for one, but not both.

| CHECK desired event (✓) | Event | Date | Time | Location |
|-------------------------------|-----------------------------|------------------------------|---------------------------------------|---|
| | Workshop | Thursday January 18, 2007 | 10:00 a.m. –3:00 p.m. Central Time | Nashville Ellington Agricultural Center |
| | WebEx Conference Call | Thursday January 25, 2007 | 9:00 – 11:30 a.m. Central Time | To register for the WebEx, send your registration form to Melinda Kincaid via Fax at (615) 532-8536. |

You will receive a confirmation via Fax or email of your registration along with driving directions to the workshop. **To participate in the WebEx conference call, send your registration form to Melinda Kincaid via Fax at (615) 532-8536.** You will need access to a computer with Internet access and a separate, open telephone line for the WebEx conference call. The conference call will not include information about the 21st Century Community Learning Centers grants and the Lottery for Education: After-School Program (LEAP) grants.

List all names of those attending from your organization.

Name: _____ Title: _____

Name: _____ Title: _____

Organization: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: (____) _____ Fax: (____) _____

E-mail: _____

To register for the workshop forward your registration form by **Thursday, January 11, 2007** to:

Dr. Duane M. Giannangelo
The University of Memphis
ICL Dept., 406 Ball Hall
Memphis, TN 38152-3570

To register for the WebEx conference call, forward your registration form to:

Melinda Kincaid, Fax (615) 532-8536

This workshop is supported by funds under the No Child Left Behind Act of 2001.

**BECOMING A SUPPLEMENTAL EDUCATIONAL SERVICES PROVIDER
and
GRANTEE FOR 21st CENTURY COMMUNITY LEARNING CENTERS AND LOTTERY FOR
EDUCATION: AFTER-SCHOOL PROGRAMS (LEAP)**

January 18, 2007

AGENDA

- 10:00 Carol Groppe, Education Consultant
Supplemental Education Services (SES)
- Introductions
Workshop Goals:
- Prepare potential supplemental educational services (SES) providers for recognizing the responsibilities of SES providers, developing a plan for delivering high quality, research-based SES tutoring, and applying to become a State-approved SES provider in Tennessee.
 - Provide information about obtaining 21st Century Community Learning Centers grants and Lottery for Education: After-School Program (LEAP) grants
- 10:15 a.m. Recognizing SES Provider Responsibilities and Developing an SES Plan
- 11:00 Applying to Become an SES Provider
- 12:30 p.m. Networking Lunch
- 1:00 Laura Ellis Nichols, Program Director
Extended Learning Programs
- 21st Century Community Learning Centers Grants
- Lottery for Education: After-School Programs (LEAP) Grant Competition
- 2:45 Wrap-up
Evaluations

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